

**CITY OF LONGVIEW
PURCHASING DIVISION**



Addendum No 1

September 1, 2016

1516-30 UNIFIED DEVELOPMENT CODE

We received the following questions regarding ITB 1516-30 Unified Development Code:

1. Page 5 notes that the UDC will include the zoning ordinance, subdivision ordinance, and all other relevant City ordinances. Which other City ordinances are anticipated to be included in the UDC?

Answer: Page 3 details existing ordinance.

2. Page 5 also notes that the infrastructure design standards manuals are included within the scope of services. Can you please elaborate on the City's expectations for this portion? (e.g., which manuals are included, the extent of the review/update)

Answer: The City desires standards for infrastructure design and construction. This includes common specifications, details, and design guidelines.

Currently we have the following:

Approved Products Lists

Interim Street Design Guidelines

Public Utility Design Standard memorandums and a few standard Details

Driveway Standards and plan views

Drainage Criteria and Erosion Control Design Manual

We need updated standards/details/schematics for street and utility design and updated Drainage Criteria. Evaluate need for drafting standards, additional detention and stormwater design requirements.

3. How many hardcopies of the proposal should we submit?

Answer: Please submit one (1) unbound original along with five (5) bound copies, and one (1) electronic flash drive of the proposal.

4. The RFP indicates that the Public Utility Design Standard Memorandums, Driveway Standards, Drainage Criteria and Erosion Control Design Manual, Interim Street Design Guidelines, as well as the Flood Damage and Tree Preservation Ordinance (and the other documents listed on the Development Standards webpage) are external but incorporated by reference. Is the intent for some or all of these to be integrated into and incorporated within the UDC or to remain as externally referenced documents? Also, with an emphasis on infrastructure design standards, are all of these documents to be reviewed and updated/rewritten as part of the scope of this project? Is it the City's expectation that this will require an engineer?

Answer: Yes, integrated into the UDC. Yes, reviewed and updated. I believe an engineer is appropriate.

5. Is it the City's preference to include outlines and descriptions of each development review or permit process within the UDC, or to prepare them within a Development Guidebook that may be more easily amended without amending the UDC? Or do you prefer there to be some combination of these two approaches?

Answer: The city has a development guide. This could be updated as a separate document. The should be calculated as an option within the scope and budget.

6. Can you please spell out which of the articles in the code of ordinances are to be included in the UDC, (e.g., Ch. 43, Flood Damage Prevention and Tree Preservation; Ch. 85, Signs; Ch. 91, Streets and Sidewalks (in part); Ch. 92, Subdivisions of Land; and Appendix A, Zoning Ordinance)?

Answer: We would seek to incorporate all development-related articles into an easy to find easy to read UDC, including those listed above. However, this is not a comprehensive list as development-related articles are scattered throughout many chapters in the Longview Code of Ordinances.

7. Is it the City's expectation that Ch. 85, Signs, be rewritten in light of the Reed v. Town of Gilbert, AZ Supreme Court decision?

Answer: Yes

8. Since the ordinances are codified within the Code of Ordinances, is it the current plan of the City that the UDC will be reincorporated and codified within the Code of Ordinances once adopted, and if so, is it envisioned for it too, to be an appendix that repeals the applicable articles now incorporated into the UDC? Might an alternate be considered to the UDC being within the American Legal format?

Answer: Yes, an appendix. American Legal is the COL online format host.

9. Can you please direct us to the "small area plans" referenced in the RFP?

Answer: This process is underway. We have not completed or received a final report.

10. Other than the Director of Development Services, what staff will be made available to support the UDC process, e.g. document review/comment, regular interactions, local coordination, etc.)?

Answer: Director of Public Works, City Engineer, City Planner, Assistant Director of Development Services.

11. The RFP includes a section on Storm Water Management. Is it within the scope of the UDC to incorporate regulations to fulfill the City's NPDES requirements?

Answer: Yes

12. Is there any special section of the City where they want to do something unique, such as downtown, any Main Street enhancements, the US 259 corridor or "The Loop"?

Answer: Not under this scope.

13. Is there any specific issue (e.g., landscaping doesn't go far enough; buffer yards need to be strengthened, etc.) that they want to address?

Answer: Not so much zoning, more about modernizing. Drainage and infrastructure has a potential to be strengthened but would like it to be more in line with standard practice.

If you have any further questions, please contact the Purchasing Department.

Jaye Latch
Purchasing Manager
PO Box 1952
Longview, TX 75606

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